



Homeland
Security

Privacy Office, Mail Stop 0655

June 20, 2019

SENT VIA E-MAIL TO: 75080-35614079@requests.muckrock.com

Sai
MuckRock News
DEPT MR 75080
411A Highland Ave
Somerville, MA 02144-2516

Re: **2019-HQFO-00851**

Dear Mr. Sai:

This acknowledges receipt of your Freedom of Information Act (FOIA) request to the Department of Homeland Security (DHS), dated June 13, 2019, and seeking (A) agency HQ/PR emails with attribution designation phrases, requesting emails (1) from or to any email address, used in official capacity, of any person who, within 30 days of the time of the email, worked for (i) agency headquarters, (ii) agency public relations, (iii) agency counsel's office, or (iv) any other component that regularly communicates with members of the press; and (2) containing any of the following phrases, regardless of capitalization or other minor variations: (i) "on the record", (ii) "off the record", (iii) "on background", (iv) "on deep background", (v) "not for attribution", (vi) "Chatham House rule", (vii) "lobby terms", or (viii) any synonymous phrases; and (3) that is in its original, native format (see below for details), as contained in either (i) the agency's email / legal retention database(s) (such as Google Vault or similar service), or (ii) the agency's email server(s) / database(s), searched directly. (B) all records relating to the fulfillment of this request, such as FOIA logs, documentation of searches, referral emails, etc. (C) all records relating to any complaint(s), FOIA request(s)/appeal(s), and/or Privacy Act request(s)/appeal(s) made by Sai. This includes, but is not limited to: (1) all records relating to the processing Sai's previous requests, complaints, etc., (2) all records containing the terms Sai's name, email address(es), and other contact or identifying information, listed below my signature; and (3) all records containing any of my complaint, request or appeal identifiers. (D) (1) all parts of the record (i.e. no portion of a record with some responsive portion may be considered "non-responsive"); (2) all versions of the record, whether or not currently in use; (3) all record metadata, such as dates on which they were drafted, passed, went into effect, withdrawn, or similar events; person(s) / office(s) responsible; authors; IDs; revision numbers; etc.; (4) a detailed index of all claims of exemption/privilege, regardless of whether the record is claimed to be exempt in whole or in part; access to inspect the record directly, in its native electronic format; and (5) if any classification applies, mandatory declassification review (MDR) under E.O. 13526, and the result of the MDR, including any declassified records. Your request was received in this office on June 13, 2019.

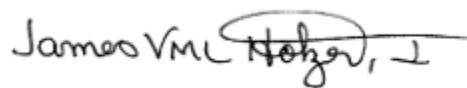
After careful review of your FOIA request, we determined that your request is too broad in scope or did not specifically identify the records which you are seeking. Records must be described in reasonably sufficient detail to enable government employees who are familiar with the subject area to locate records without placing an unreasonable burden upon the agency. For this reason, 6 C.F.R. Part 5 §5.3(b) of the DHS FOIA regulations require that you describe the records you are seeking with as much information as possible to ensure that our search can locate them with a reasonable amount of effort. Whenever possible, a request should include specific information about each record sought, such as the date, title or name, author, recipients, and subject matter of the records, if known, or the DHS component or office you believe created and/or controls the record. The FOIA does not require an agency to create new records, answer questions posed by requesters, or attempt to interpret a request that does not identify specific records.

Please resubmit your request containing a reasonable description of the records you are seeking. This is not a denial of your request. Upon receipt of a perfected request, you will be advised as to the status of your request. If we do not hear from you within 30 days from the date of this letter, we will assume you are no longer interested in this FOIA request, and the case will be administratively closed.

Your request has been assigned reference number **2019-HQFO-00851**. Please refer to this identifier in any future correspondence. The status of your FOIA request is now available online and can be accessed at: <https://www.dhs.gov/foia-status>, by using this FOIA request number. Status information is updated daily. Alternatively, you can download the DHS eFOIA Mobile App, the free app is available for all Apple and Android devices. With the DHS eFOIA Mobile App, you can submit FOIA requests or check the status of requests, access all of the content on the FOIA website, and receive updates anytime.

If you have any questions, or would like to discuss this matter, please feel free to contact this office at 1-866-431-0486 or at 202-343-1743.

Sincerely,

A handwritten signature in black ink that reads "James VML Holzer, J." The signature is written in a cursive, slightly stylized font.

James Holzer
FOIA Program Specialist